

## **Appendix B**

### ***Summary of Application Deadlines***

---

*September 2015*

<b>Program</b>	<b>Call For Projects</b>	<b>Application Deadline</b>
<b>Application Required</b>		
Transportation Alternative Program (TAP)	February 2016	July 31 2016
Recreational Trails Program	December 1 <sup>st</sup> annually	May 1 <sup>st</sup> annually
Safe Routes to School (SRTS)	Jan 5, 2015	April 3, 2015
Local Roads Safety Program (LRSP)	Jan. – Mar. 2015 Apr. – Jun 2015 Jul – Sept 2015 Oct – Dec 2015	March 31, 2015 June 30, 2015 September 30, 2015 December 31, 2015
Off-System Bridge Replacement Program	Even years	2016
<b>Stage 0 Required</b>		
Urban System Program (>200K & <200K)	Each MPO has their own process	Each MPO has their own process
Congestion Mitigation Air Quality Program (CMAQ)		

## *Surface Transportation Program >200K and <200K*

### **Surface Transportation Program (STP) >200K and <200K (Urban Systems Program):**

The Surface Transportation Program (STP) provides flexible Federal Funds to metropolitan areas to use on their federal aid highways. The LPAs can use this funding for road projects on the Federal-aid highway system or any other public road that is not classified as a local road or rural minor collector within the Metropolitan Planning Organization (MPO) geographic area. It can be used for a broad array of highway purposes and flexibly used for major transit purposes; i.e. transit capital projects, and intra-city and intercity bus terminals and facilities.

The STP >200K and <200K Programs are sub-allocations of STP funds for urbanized areas of more than 200,000 inhabitants and for urbanized areas with a population between 50,000 and 200,000. Each of these areas has a MPO that works with the DOTD Office of Multimodal Planning to determine projects for their areas.

**DOTD Program Management:** This program is administered from the Office of Multimodal Planning's Transportation Planning Section and Office of Engineering's Road Design Section. The Office of Multimodal Planning coordinates projects with the MPO. The Office of Engineering coordinates projects with the **LPA**. Federal guidelines require that construction projects are bid through DOTD. Engineering consultants must be obtained through the DOTD Consultant Selection process (or other approved federal processes) when funded through this program.

**Typical Types of Projects:** This program has many eligible types of projects.

<b>1. Roadway Construction –</b> Projects can include both new alignment, adding capacity, reconstruction, and overlay projects	<b>2. Signalization –</b> Improvements such as new signal equipment, synchronization of corridors, ITS related improvements	<b>3. Bridge Construction –</b> Projects can include both new construction and rehabilitation
<b>4. Pedestrian and bicycle facilities –</b> Sidewalks, walkways, curb ramps; bike lane striping, wide paved shoulders, bike parking and bus racks; bike and pedestrian bridges and underpasses	<b>5. Landscaping and scenic beautification –</b> Improvements such as street furniture, lighting, and landscaping along travel corridors	<b>6. Mass Transportation –</b> Purchase of buses
<b>7. Studies –</b> Transportation Planning Studies; Environmental Impact Studies		

## *Surface Transportation Program >200K and <200K*

### **Key Points:**

- Entities must work with their MPO to have projects included in the program. DOTD does not select the projects placed in this program.
- **ALL** projects must be studied for feasibility during the DOTD Stage 0 process, as managed by the Office of Multimodal Planning. A Stage 0 report must be completed by the MPO, their consultant, or the LPA.
- The Stage 0 report is submitted by the MPO to the DOTD Urban Transportation Planning Engineer within the Office of Multimodal Planning for review to ensure completeness, verify funding is available, and that the MPO's Transportation Improvement Program (TIP) program is fiscally constrained.
- Any significant changes to the approved project scope or budget must be submitted to the DOTD Urban Transportation Planning Engineer for approval.
- After the Stage 0 report is approved, a project must be included in the MPO's financially constrained Transportation Improvement Program (TIP).
- After the Stage 0 report is approved, a Stage 1 NEPA document must be prepared and approved and a DOTD >200K or <200K Program Manager becomes the point of contact.
- These project are subject to all standard reviews as described in the Roadway Design Procedures and Details Manual
- The majority of these construction projects are funded at 80% federal / 20% local match ratio.
- Engineering consultants performing design and/or construction inspection may be reimbursed by this program. If reimbursement is sought, the consultant must be obtained through the DOTD Consultant Selection process or a federally approved process even though the contract is signed between the LPA and the selected consultant.
- Right-of-way must be publically owned. The **LPA** must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the "*DOTD LPA Right-of-Way Manual*".
- Projects that using STP >200K or <200K for studies/research must also be included on the MPO's TIP. A request with a scope of services and description of the study must be submitted to the DOTD Urban Transportation Planning Engineer to use the funds. If the MPO has an approved consultant selection procedure, they can advertise and select a consultant once DOTD and FHWA have approved the request/scope. All studies are reviewed and approved by the DOTD Office of Transportation Planning.

## *Surface Transportation Program >200K and <200K*

### **References:**

1. Links to the MPO websites

[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Transportation\\_Planning/Pages/Metropolitan\\_Planning\\_Organizations.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Transportation_Planning/Pages/Metropolitan_Planning_Organizations.aspx)

2. Urbanized Area Maps

[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Data\\_Collection/Mapping/Pages/Urbanized\\_Highway\\_Functional\\_Classification.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Data_Collection/Mapping/Pages/Urbanized_Highway_Functional_Classification.aspx)

## *Congestion Mitigation and Air Quality Program (CMAQ)*

**Congestion Mitigation and Air Quality Program:** The purpose of the CMAQ program is to support transportation projects or programs that will improve air quality and relieve congestion in areas that do not meet National Ambient Air Quality Standards. Reducing pollution and other adverse environmental effects of transportation projects and transportation system inefficiency have been long-standing objectives of the Department of Transportation. This program provides assistance only to parishes in the air quality maintenance or non-attainment areas. CMAQ funds may be used to establish new or expanded transportation projects or programs that reduce emissions, including capital investments in transportation infrastructure, congestion relief efforts and diesel engine retrofits. Other CMAQ projects include operating assistance for new transit services, travel demand management (TDM) strategies, traffic flow improvement programs that reduce emissions and bicycle/pedestrian facilities and programs.

### **DOTD Program Management**

DOTD manages this program. The Office of Multimodal Planning prepares this program. The type of project will determine the DOTD project manager. Federal guidelines require that construction projects are bid through DOTD and engineering consultants are obtained through the DOTD Consultant Selection process when funded through this program.

### **Typical Types of Projects**

<b>1. Traffic Flow &amp; Intelligent Transportation Systems (ITS) –</b> Traffic Signal Coordination, Intersection Improvements, Congestion Management Process (CMP) routes & Roundabouts, Roadway ITS, Transit ITS, Speed Limit Enforcement, Intersection Improvement (Low truck traffic volume), Intermodal Freight Improvements, Access Management Improvements, Incident Management Improvements, Interoperable communications, High Occupancy Vehicle (HOV) lanes	<b>2. Alternative Fuel/Diesel Retrofits –</b> Idling controls, Diesel Fleet Conversion/Retrofit, Purchase (start-up or expansion) of alternative fuel (non-transit) vehicles, Passenger Vehicle Inspection/Maintenance (I/M) Controls, Clean Fuel Incentive Programs, Infrastructure or Vehicles, Heavy Duty I/M Controls, Vehicle repair subsidy (in IM areas)	<b>3. Transit/Diesel Retrofits</b> – Fleet retrofitting, Start-up or expansion of alternative fuel transit vehicles, Transit startup or expansion, Start-up or expansion of diesel transit vehicles.
<b>4. TDM –</b> Employer incentives, Alternative transportation incentive program (ex. Transit incentives), Carpool/Vanpool programs, startup or expansion, Public Relations (PR), Advertising and Outreach (employer & school), Improved transit information to the Public, Congestion/Value Pricing, Startup or Expansion of Employer Services Organizations, Park and Ride lots, Shared car program	<b>5. Bicycle/Pedestrian –</b> New Bike/Ped facilities providing direct access to existing transit and/or schools, New Bike/Ped facilities linking existing bike/ped facilities (addresses “missing link” sections), Installing pedestrian or bike access to facilitate high use during peak travel times (access to major destinations), Pedestrian and bicycle projects intended primarily for use during non-work trip times.	

## *Congestion Mitigation and Air Quality Program (CMAQ)*

### **Key Points**

- DOTD will issue a call for projects from qualified applicants during even numbered years.
- The State, MPO's, parishes, and municipalities in areas that qualify for CMAQ funds can submit applications.
- All applications will be required to have a completed Stage 0 document and a technical air quality analysis (in compliance with federal rules) with their request that justifies the expenditure of these funds.
- ALL projects must be studied for feasibility following the DOTD Stage 0 process, as managed by the Office of Multimodal Planning.
- Applications are reviewed and chosen by a selection committee. The projects are graded on both their quantitative and qualitative benefits
- See the DOTD CMAQ selection process to determine the priority rankings for the project types. The ranking is based on the relative anticipated emissions benefit and cost effectiveness.
- There are limited funds available and this program is very competitive.
- Performance Indicators Emission Benefits are established.
- Right-of-way for construction projects must be publically owned. The LPA must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the "*DOTD LPA Right-of-Way Manual*".

### References

1. [http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Transportation\\_Planning/Pages/CMAQ.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Transportation_Planning/Pages/CMAQ.aspx)

## *Transportation Alternative Program (TAP)*

**Transportation Alternative Program:** Transportation Alternative Program (TAP) activities offer opportunities to help expand transportation choices and enhance the transportation experience through activities related to surface transportation, including pedestrian and bicycle infrastructure and safety programs, scenic and historic highway programs, historic transportation preservation, and environmental mitigation. TAP projects must relate to surface transportation and must qualify under one or more of the eligible categories. More information can be acquired at the TAP website:  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Project\\_Management/TAP/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Project_Management/TAP/Pages/default.aspx)

**DOTD Program Management:** This program is administered from the Engineering Division, Project Management Section. The projects are divided into construction and non-construction types. Projects are funded at an 80% federal / 20% local match ratio for **construction only**. The LPA is responsible for all design engineering and construction contract administration costs. Construction projects are bid through DOTD. At no time will LPAs be authorized to receive bids on these construction projects.

**Typical Types of Projects:** All projects must be directly related to surface transportation (land or water) and must fit into one of the ten categories defined below:

<b>1. Pedestrian and bicycle facilities</b> — Sidewalks, walkways, or curb ramps; bike lane striping, wide paved shoulders, bike parking, and bus racks; off-road trails; bike and pedestrian bridges and underpasses, ped and bicycle signals	<b>2. Safe Routes for non-drivers</b> — Transportation projects to provide safe routes for children, older adults and individuals with disabilities to access daily needs	<b>3. Conversion of abandoned railway corridors to trails</b> — Acquisition of railroad rights-of-way; planning, design, and construction of multi-use trails and rail with trail projects
<b>4. Scenic turnouts, overlooks &amp; viewing areas</b> Construction of scenic turnouts, overlooks and viewing areas to allow for the visual enjoyment of significant scenic or historic view-sheds. Must be along a scenic byway corridor or part of an off-system ped/bicycle facility	<b>5. Community Improvement Activities</b> <b>- Outdoor Advertising Management</b> — Removal of illegal & non-conforming billboards and billboard inventories <b>- Preservation &amp; Rehab of Historic Transportation Facilities</b> — Must be directly and strongly related to surface transportation, must be included in or eligible for listing in the National Register of Historic Places and must be used for a current transportation purpose after construction <b>- Vegetation management practices in transportation rights-of-way</b> — Restricted to projects that address roadway safety, invasive species management, or erosion control <b>- Archaeological activities-</b> Limited to research on sites related to impacts from the implementation of a transportation construction project eligible under United States Code of Federal Regulations Title 23-Highways	
<b>9. Stormwater mitigation</b> — Permanent, long term solutions or methodologies for water pollution prevention related to highway construction or due to highway runoff or pollution prevention and abatement activities to address stormwater management	<b>10. Wildlife management</b> - Used to reduce vehicle-caused wildlife mortality while maintaining habitat connectivity; fence construction, purchase or long-term lease of real property, wildlife tunnel or bridge construction, native vegetation plantings as sight buffers or grazing deterrents	

## *Transportation Alternative Program (TAP)*

### **Key Points:**

- The DOTD project manager issues a “call for applications”. This is sent to potential sponsoring LPAs and posted on the DOTD website every two years. The applications will be received by DOTD from approximately June 1<sup>st</sup> – July 31<sup>st</sup> of the selection year.
- The LPA can obtain a copy of the application on the TAP website.
- LPAs prepare and submit a project application
- All applications for TAP funding are submitted to DOTD
- Screening will be done once application period closes by the DOTD TAP Eligibility
- The applications are reviewed for eligibility by the TAP Coordination Committee.
- Transportation Alternatives Project Selection
  - All eligible applications are separated by district and are sent to the respective DOTD Districts for selection.
  - Applications in the Transportation Management Areas (TMAs) (>200K only) are identified and sent to their respective MPO for selection within their allocation. (The large MPOs will only be given the eligible submitted applications by DOTD to select the projects within their areas and funding allocation. Their select projects and included them in their TIP.)
  - DOTD District(s) will be given ALL the eligible applications to prioritize the projects within their districts and funding allocation.
  - The selection lists will be merged and sent to the DOTD Secretary for approval.
  - The DOTD Secretary makes final selection of TAP projects from the Districts’ lists
  - LPAs are notified in writing of acceptance into the program or rejection.
- Projects must be designed by Louisiana licensed professionals. Example: electrical engineers must design and stamp electrical systems; landscape architects must design landscaping projects, etc.
- If the project is adjacent (within 200’) or crosses a railroad track, the LPA will be responsible for obtaining the railroad permit.
- TAP projects DO NOT have to be located on state owned roads.
- Right-of-way must be publically owned, i.e. the LPA must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the “*DOTD LPA Right-of-Way Manual*”.

### **References:**

1. FHWA website for TAP <http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm>

## *Transportation Alternative Program (TAP)*

2. National Transportation Enhancement Clearinghouse  
[https://www.fhwa.dot.gov/environment/transportation\\_alternatives/](https://www.fhwa.dot.gov/environment/transportation_alternatives/)
3. DOTD TAP website  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Engineering/Project\\_Management/TAP/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Engineering/Project_Management/TAP/Pages/default.aspx)

## *Local Roads Safety Program (LRSP)*

The **Local Road Safety Program (LRSP)** is intended to reduce deaths and serious injuries on Louisiana's local road system. This program was established to increase local community participation in roadway safety and to develop and implement road safety improvements to reduce fatalities and injuries on local public roads under parish or municipal jurisdiction. Projects involving state roads are not eligible under this program. Specific funds are available for selected projects; additional funding sources or resources may be available depending on the type of project.

**DOTD Program Management:** This program is administered by the Louisiana Local Technical Assistance Program (LTAP) for the Office of Multimodal Planning, Highway Safety Section. Funding for approved projects may include purchases, engineering and construction activities. Federal guidelines require that construction projects are bid through DOTD and engineering consultants are obtained through the DOTD Consultant selection process when funded through this program. The LPA may choose their own consultant if the engineering or consulting services are not included in the reimbursement for the project and provided the selected consultant is not on DOTD's disqualified list or is not debarred pursuant to LSA-R.S. 48:295.1 et seq. All construction projects are bid and let by DOTD.

**Typical Types of Projects:** Eligible projects will fall into one of the following categories: 1) Construction that will **improve traffic and roadway safety** at a specific site with a documented crash history, or 2) Transportation and roadway safety initiatives.

<b>1. Site Specific Traffic and Roadway Safety</b> <ul style="list-style-type: none"><li>• Horizontal Curve Treatments</li><li>• Enhanced Intersection Signing</li><li>• Roadside Hazard Removal</li><li>• Guardrails</li><li>• Rumble Strips</li><li>• Culvert Safety End Treatments</li><li>• Flashing Warning Devices</li><li>• Line-of-sight Improvements</li><li>• Other</li></ul>	<b>2. Transportation and roadway safety initiatives</b> <ul style="list-style-type: none"><li>• Crash and Location Data Development and Analysis</li><li>• Road Safety Audits</li><li>• Road safety training</li><li>• Local Road Safety Plans</li><li>• Work zone Safety Improvements</li><li>• Public Information and Education</li></ul>
---	---

## *Local Roads Safety Program (LRSP)*

### **Key Points:**

- Project Selection
  - DOTD Program Manager puts out an annual Call for Projects
  - The application and guidelines are posted on the DOTD website and can be downloaded at <http://www.ltrc.lsu.edu/lrap/lrsp.html>
  - The application deadline is January 15<sup>th</sup> each year.
  - LPAs prepare and submit a project application
  - The Louisiana Local Road Safety Program utilizes a Review and Selection Committee that recommends a priority ranking of projects to the DOTD Safety Section who approves funding of specific projects.
    - Selection of the projects is based on safety benefits of eligible applications, annual funding level, and other criteria.
    - The project must be must be a safety project; not maintenance, not pavement preservation nor a drainage project
    - Projects can be systemic projects identified by LRSP, Regional Safety Coalition priorities, or projects based on Statewide Strategic Highway Safety Plan Emphasis Areas
    - Ranking Criteria includes if it fits as a low cost safety improvement (<\$500k), if there is data driven information i.e. crashes, Road Safety Audits (RSA), road characteristics, the Return on Investment (ROI), if there is no right of way purchase, and the traffic volumes/counts
  - LPAs are notified in writing of acceptance into the program.
- The program services include: outreach and information sharing, technical assistance to local agencies and communities, free road safety training, and funding for low cost safety improvements on locally owned roads.
- All purchases must be made according to state contract regulations as specified by the LA Division of Administration.
- Projects must be a safety project on roadways and transportation systems owned and operated by parish and municipal road agencies (not a DOTD route)
- Program funding cannot exceed \$500,000 per project (or LPA) and can include engineering, construction, contract administration, and right-of-way costs. No local match is required for eligible projects. A local match of 10% on construction projects and 5% for other projects is usually required.
- Administration costs, rehabilitation/reconstruction projects, and utility relocation costs are not funded.
- Right-of-way for construction projects must be publically owned. The LPA must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the “*DOTD LPA Right-of-Way Manual*”.

## *Local Roads Safety Program (LRSP)*

### **References**

1. [Louisiana Strategic Highway Safety Plan](http://www.ite.org/safety/stateprograms/Louisiana_SHSP.pdf)  
([http://www.ite.org/safety/stateprograms/Louisiana\\_SHSP.pdf](http://www.ite.org/safety/stateprograms/Louisiana_SHSP.pdf) )
2. [Louisiana Local Road Safety Program Manual](http://www.ltrc.lsu.edu/ltap/pdf/lrsp_policies.pdf)  
([http://www.ltrc.lsu.edu/ltap/pdf/lrsp\\_policies.pdf](http://www.ltrc.lsu.edu/ltap/pdf/lrsp_policies.pdf) )

## *Safe Routes to School (SRTS)*

**Safe Routes to School Program (SRTS):** The purpose of this program is to enable children, including those with disabilities, to walk and bicycle to school; to make walking and bicycling to school safer; and to facilitate the planning, development, and implementation of projects that will improve safety in the vicinity of schools.

**DOTD Program Management:** This program is administered from the Division of Multimodal Planning, Highway Safety Section. It is no longer a separate Federal funding program, but DOTD is continuing this program as a Safety-focused program.

**Typical Types of Projects:** These projects include both infrastructure (sidewalk improvements, traffic calming, pedestrian and bicycle facilities, etc.) and non-infrastructure (training and education materials, data gathering, law enforcement, equipment, etc.) projects. All projects must be directly related to improving the safety of elementary and middle school children walking and riding their bikes to school and must fit into one of the four categories (4 Es of Safe Routes To School) defined below:

<b>1. Engineering:</b> Construction projects and projects that alter the built environment around a school.	<b>2. Education:</b> Activities that aim to teach pedestrian and bicycle safety skills to kids.
<b>3. Enforcement:</b> Activities that aim to improve compliance with established rules and regulations for arrival and dismissal as well as involve law enforcement as a means of encouraging compliance with traffic laws.	<b>4. Evaluation:</b> Activities that aim to provide data and feedback on the success of planned activities and help guide program development for optimal success.

### **Key Points:**

- Funds are awarded through an application process.
- Project Selection Process
  - Applications are accepted annually.
  - The application and guidelines are posted on the DOTD website and can be downloaded at [http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Highway\\_Safety/SRTS/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/SRTS/Pages/default.aspx)
  - LPAs prepare and submit a project application
  - Safety, data driven applications are graded and prioritized by the SRTS staff based on their conformance with the requirements of the program.
    - Evaluations are made on correcting unsafe conditions, documentation which may consist of usage surveys for existing bikers and walkers to/from school, the potential increase in walkers and bikers if conditions are safer, proposed education programs, crash potential documentation and proposed solutions (photos or maps), and crash data, if available

## ***Safe Routes to School (SRTS)***

- The SRTS Advisory Board reviews the prioritized list and recommends adjustments if needed.
  - The top applications are approved based on funds available.
  - LPAs are notified in writing of acceptance into the program
- Workshops are available upon request a up to a month before the deadline.
- Infrastructure, Education, Awareness or Enforcement
- Prioritization of projects based on identified need and safety issues
- Projects must be within 1 miles of school (K-8) for walking improvements and 2 miles for biking improvements.
- Projects can be on state highways or local roads and streets
- Can fund both infrastructure projects and non-infrastructure activities
- Maximum project funds of \$300,000 for infrastructure and \$50,000 for non-infrastructure
- 100% Federal funds – No match required
- Funds secured through a competitive application process
- These are safety projects and must be supported by data
- Procurement process for non-construction projects must be in accordance to all state and local laws
- Right-of-way must be publically owned. The LPA must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the “*DOTD LPA Right-of-Way Manual*”.

### **References:**

1. FHWA website for SRTS <http://safety.fhwa.dot.gov/saferoutes/>
2. National Center for Safe Routes to School <http://www.saferoutesinfo.org/>
3. DOTD SRTS website  
[http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Highway\\_Safety/SRTS/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/SRTS/Pages/default.aspx)

## ***Off-System Bridge Replacement Program (OSBR)***

**Off-System Bridge Replacement Program:** The purpose of this program is to improve the safety of the traveling public by providing funding to enable parishes to improve the condition of structurally deficient or functionally obsolete highway bridges through replacement or rehabilitation. The bridges must be highway bridges carrying public traffic over waterways, other topographical barriers, other highways, or railroads.

**DOTD Program Management** This program is administered from the Engineering Division, Bridge Design Section. The overwhelming majority of the projects are bridge replacement projects with an occasional rehabilitation project. Rehabilitation project candidates are bridges with concrete superstructures and substructures. Construction projects are funded 80% federal and 20% state match ratio. The LPA is responsible for all permits, right-of-way acquisition, and utility costs; the Entity-State Agreement (Cooperative Endeavor Agreement) between the LPA and DOTD outlines responsibilities and expectations. All aspects of the engineering services' contracting process are totally managed and paid for by DOTD through 80% federal and 20% state match ratio (with Parish Transportation Funds), with the rare exception of a LPA choosing to select and pay for a consultant to perform the engineering services. This program is a turnkey program totally managed by DOTD with LPA participation outlined in the Entity-State Agreement.

**Typical Types of Projects:** All projects selected by the LPA must be on a publically owned road and serve the public and not just an individual person or a special interest. The usual types of structures are as follows:

<b>1. Reinforced concrete box</b>	<b>2. Culvert pipe</b> — this structure type is not utilized very much anymore	<b>3. AASHTO girder</b> — this structure type is used for spans great than 40'
<b>4. Concrete slab span</b> — this structure type is used for 20' spans	<b>5. Quad beam span</b> — this structure type is used for 40' spans	<b>6. Steel arch</b>
<b>7. Lift span and swing span movable structure -</b> very rare due to high costs		

## ***Off-System Bridge Replacement Program (OSBR)***

### **Key Points:**

- Project Selection
  - The Program Manager bi-annually prepares and provides the parishes a packet of information that includes: A list of their structurally deficient & functionally obsolete bridges that have met the criteria & are eligible for funding to replace or rehabilitate. This list includes the structure number, the sufficiency rating, and an estimated cost for replacement and their funding allocation. (The funding allocation to each parish is the respective pro rata share of deficient off-system bridges based on deck area.)
  - The parish police juries are requested to provide a fiscally constrained prioritized list.
  - Parishes prioritize eligible structures within their available funding and notify the DOTD Program Manager of choices and complete Stage 0 checklist for priority bridges
  - The Off-System Bridge Replacement Manager provides the completed Stage 0 study of prioritized bridges to the DOTD Transportation Planning Section for inclusion into the program.
  - After project selection, DOTD manages the design and construction of these projects
- Local Match provided by Parish Transportation Trust Fund
- Projects must be on public parish roads
- Projects must serve the general public at large and not just an individual person or special interest
- Structures selected for replacement must be structurally deficient or functionally obsolete with a sufficiency rating of less than 50
- Eligible structures must be listed in the NBIS (National Bridge Inventory system)
- Project construction is totally managed by DOTD or one of its construction engineering and inspection (CE&I) consultants coupled with DOTD oversight
- LPAs shall be in compliance with all DOTD bridge inspection requirements to participate in this program
- A bridge is eligible for Federal funds only once in a ten year period
- Contact the DOTD Program Manager for consultation and advice
- Parishes must acknowledge they are responsible for all right of way acquisition, permits, utility relocations and maintenance of permanent traffic signing and striping
- Right-of-way must be publically owned. The LPA must ensure that all right-of-way acquisition for the project follows all state and federal requirements.
- Right-of-way must be obtained in accordance with the procedures described in the “*DOTD LPA Right-of-Way Manual*”

## *Off-System Bridge Replacement Program (OSBR)*

### **References:**

1. [Title 23, U.S.C. CFR-650](http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=acfc0821687127660521bcdf66badd4c&rgn=div5&view=text&node=23:1.0.1.7.28&idno=23) (<http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=acfc0821687127660521bcdf66badd4c&rgn=div5&view=text&node=23:1.0.1.7.28&idno=23> )
2. [Federal Aid Off-System Highway Bridge Program Guidelines](http://onlinemanuals.txdot.gov/txdotmanuals/bpd/highway_bridge_program.htm)  
([http://onlinemanuals.txdot.gov/txdotmanuals/bpd/highway\\_bridge\\_program.htm](http://onlinemanuals.txdot.gov/txdotmanuals/bpd/highway_bridge_program.htm) )
3. [National Bridge Inventory System](http://www.fhwa.dot.gov/bridge/nbi.htm)  
(<http://www.fhwa.dot.gov/bridge/nbi.htm> )
4. [Louisiana Off-System Bridge Replacement website](http://www.dotd.la.gov/highways/project_devel/design/home.asp?ID=ROAD&PG=OFFSYSTEM)  
([http://www.dotd.la.gov/highways/project\\_devel/design/home.asp?ID=ROAD&PG=OFFSYSTEM](http://www.dotd.la.gov/highways/project_devel/design/home.asp?ID=ROAD&PG=OFFSYSTEM) )

## *Recreational Trails Program*

**The Recreational Trails Program (RTP):** This program provides funds to states to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses. The RTP is an assistance program of the Department of Transportation's Federal Highway Administration (FHWA). Federal transportation funds benefit recreation including hiking, bicycling, in-line skating, equestrian use, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, and/or other off-road motorized vehicles. This program is managed by the LA Department of Culture, Recreation and Tourism (DCRT). Their website is <http://www.crt.state.la.us/louisiana-state-parks/grant-opportunities-for-recreation/recreational-trails/index>

**DCRT Program Management:** The FHWA Recreational Trails Program for Louisiana (RTP) is an assistance program of the US Department of Transportation's Federal Highway Administration (FHWA) administered for the State of Louisiana by the Department of Culture Recreation and Tourism, Office of State Parks, Recreational Trails Program Section (RTP) with assistance from the Louisiana Department of Transportation and Development. DCRT handles the promotion, project application solicitation and award selection portions of the program, interfacing with the project LPA as well as all the day-to-day work on administering each project. DOTD handles the environmental clearance and financial management for each project.

**Typical Types of Projects:** There are two types of projects: motorized and non-motorized recreational trails.

**1. Motorized** — ATV, motorcycle and off-road, 4-wheel drive vehicle trails

**2. Non-motorized** — Pedestrian, nature, bicycle, paddling, equestrian, mountain bike, etc.

### **Key Points:**

- Funds are awarded annually through an application process.
- The application form can be downloaded from the [Louisiana Department of Culture, Recreation and Tourism website](http://www.crt.state.la.us/louisiana-state-parks/grant-opportunities-for-recreation/recreational-trails/index), <http://www.crt.state.la.us/louisiana-state-parks/grant-opportunities-for-recreation/recreational-trails/index>
- The deadline for applications (including a resolution from the LPA and an approval by the Land Manager) to be submitted to the Department of Culture Recreation and Tourism is May 1.
- The project must have accessibility to the public for 25 years, and if on federal land, is compliant with all applicable laws.
- Selection process

## ***Recreational Trails Program***

- CRT project manager puts out annual call for projects
- Applications are due May 1
- Recreational Trails application screening will be done once the application period closes by the CRT Eligibility Review Committee
- The applications are reviewed by the award committee.
- Projects are prioritized & funded within funding allocation amounts
- Awards are sent out 60-90 days after due date.
- The Program is an 80/20 reimbursable program. (RTP reimburses sponsoring entities 80% of eligible expenditures)
- The LPA match (20%) can be either cash or the value of documented contributions of land, material, equipment, labor, or services.
- The minimum (federal share) is \$5,000 and the maximum is \$100,000 for non-motorized projects and \$200,000 for motorized projects.
- Funding may be provided to non-profit, governmental, or commercial entities.
- Funding can be used for the entire trail project or a component (trail tread, bridge, trailhead, trailside, etc.) of the trail.
- Projects will be selected based on criteria developed by the FRTPL Advisory Committee and the FRTPL Administrator in compliance with federal regulations.
- Projects must be completed within one year after the signature date of the Letter of Commitment Agreement.

### **References:**

1. Louisiana Department of Culture, Recreation and Tourism:  
<http://www.crt.state.la.us/louisiana-state-parks/grant-opportunities-for-recreation/index> scroll to "Recreational Trails Program."

## ***Bicycle & Pedestrian Information***

**Bicycle and Pedestrian Coordinator:** The coordinator's primary functions are to institutionalize non-motorized transportation within the agency and to increase the number of citizens safely bicycling and walking in the state. To accomplish this, the coordinator must build internal and external partnerships, manage projects, provide technical review, secure funding, implement safety programs, and work with the public and media. This position issues guidance and is responsible for overseeing that requirements in legislation and the DOTD Complete Streets Policy are understood and met by DOTD and other implementing agencies. The primary programs that target bicycle and pedestrian projects are the Recreational Trails Program, the Transportation Alternative Program, and the Safe Routes to School Program.

**DOTD Program Management** – The State Bicycle and Pedestrian Coordinator is located within the Division of Planning and Programming, Highway Safety Section. The function of the coordinator is to promote pedestrian and bicycle consideration in compliance with the Complete Streets Policy.

**Typical types of projects** – The focus is bicycle and pedestrian planning and education

<b>1. Bicycle Suitability Map</b> – Identifies route suitability by region with significant landmarks. Identifies roads with shoulders and low volume roads	<b>2. Statewide Bicycle and Pedestrian Master Plan</b> - Developed to ensure that bicycling and walking are fully integrated into the state's transportation system
<b>3. Bicycle Goals Map</b> - Identifies routes that interconnect the system	<b>4. Complete Streets Policy</b> – To develop a comprehensive, integrated, connected network for Louisiana that balances access, mobility, health, and safety need for motorist, transit users, bicyclists, and pedestrians of all ages and abilities, including users of wheelchairs and mobility aids

### **Key points**

- The Louisiana Bicycle and Pedestrian Master Plan establish new policies for the Louisiana Department of Transportation and Development which encourages a complete and multi-modal transportation system for the state of Louisiana.
- DOTD will consider the needs of pedestrians and bicycles at appropriate stages during all projects and use current nationally recognized planning and design guidelines, manuals, and best practices to ensure facilities are built to appropriate standards.

## ***Bicycle & Pedestrian Information***

### **References**

1. [Highway Safety: Bicycle & Pedestrian website](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Bicycle_Ped/Pages/default.aspx)  
([http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Highway\\_Safety/Bicycle\\_Ped/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Bicycle_Ped/Pages/default.aspx) )
2. [Statewide Bicycle and Pedestrian Master Plan 2009](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Bicycle_Ped/Pages/MasterPlan.aspx)  
([http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Highway\\_Safety/Bicycle\\_Ped/Pages/MasterPlan.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Bicycle_Ped/Pages/MasterPlan.aspx) )
3. [Bicycle Suitability Map](https://www8.dotd.la.gov/estore/products/105-louisiana-bicycle-map-2007folded.aspx) (<https://www8.dotd.la.gov/estore/products/105-louisiana-bicycle-map-2007folded.aspx> )
4. DOTD Complete Streets Policy  
([http://wwwsp.dotd.la.gov/Inside\\_LaDOTD/Divisions/Multimodal/Highway\\_Safety/Complete\\_Streets/Pages/default.aspx](http://wwwsp.dotd.la.gov/Inside_LaDOTD/Divisions/Multimodal/Highway_Safety/Complete_Streets/Pages/default.aspx) )